TRAJEN

2001
American Petroleum Institute Award
Self Appraisal

NAS-JRB Fort Worth, Texas

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1. Department Administration and Management

The mission of Naval Air Station Joint Reserve Base (NAS-JRB) Fort Worth is "to provide a high-quality training environment for active and reserve components of all branches of the Armed Services; to reduce redundancy and overhead by developing joint doctrine and operating procedures that create seamless functionality amongst host and tenant commands on base support and community service programs."

NAS-JRB Fort Worth is located at the site of former Carswell Air Force Base. In 1941, the installation was known as the Tarrant Field Airdrome which served the Consolidated Vultee Aircraft Corporation. The airdrome became Fort Worth Army Air Field on January 2, 1942 following the attack on Pearl Harbor. A variety of aircraft were produced at what became "Air Force Plant 4," including the B-24, B-36, B-58, F-111, and the F-16.

The airfield was renamed Carswell AFB in 1948 to honor Fort Worth native Major Horace Seaver Carswell, Jr. While returning from a bombing strike against a Japanese convoy, the 1939 graduate of Texas Christian University continued to fly his severely damaged B-24, enabling his crew to jump from the bomber. This unselfish act cost Carswell his life. He was posthumously awarded the Medal of Honor for this extraordinary act of heroism.

Carswell was one of the first Strategic Air Command bases, hosting B-29, B-36, B-58, and B-52 bombers from the 7th Bomb wing which maintained a longstanding vigil during the Cold War. Carswell AFB was also one of the sites of the James Stewart classic movie, "Strategic Air Command."

As part of the Department of Defense's 1991 consolidation efforts, the decision was made to relocate the 7th Bomb Wing from Carswell AFB. During the 1992 Air Force-wide reorganization, the famed Strategic Air Command was officially disestablished. On October 1, 1993, the Air Force Reserve 301st Fighter Wing assumed base responsibilities: establishing Carswell as an Air Reserve Base.

In 1993, Congress directed the establishment of the nation's first joint reserve base under the Base Realignment and Closure (BRAC) authority.

What's Inside

***HOSTING BOMBERS**—Trajen refuels visiting B-1B Lancers flying into NAS-JRB Fort Worth from Dyess AFB.*

NAS-JRB Fort Worth was officially established on October 1, 1994 as the first joint-service reserve base. The 1,805-acre base is the result of the DoD's 1993 BRAC recommendation to relocate NAS Dallas and its tenant commands to the former Carswell AFB.

Additional tenant commands from other closing installations such as U.S. Marine Corps Reserve squadrons from Memphis, Tennessee and Glenview, Illinois, were also directed to relocate to NAS-JRB Fort Worth, in July/August 1994.

The 1993 BRAC proceedings also placed the Navy as the host of what has become a new joint military reserve base—a model for future consolidations.

***WORLD'S LARGEST AIRPLANE**—A Ukrainian-built AN-124-100 landed at NAS Fort Worth on July 11 to load a joint strike fighter mockup at Lockheed Martin that was delivered to the Farnborough Air Show in England. Trajen issued 41,000+ gallons of JP-8 to the plane.*

Department Administration and Management (cont'd)

Naval Fuels Division

- Two Aviation Boatswain's Mate (Fuels) First Class, highly qualified and motivated individuals, are permanently assigned to NAS-JRB Fort Worth, Texas. One is the Fuels Officer, Contract Officer Representative (COR) and the other is the Assistant Contract Officer Representative (ACOR).

Civil Service

- One Civil Service Accounting Technician focuses on and ensures 100% accountability of all government-owned aviation and ground fuels issued at NAS-JRB Fort Worth.

Trajen Flight Support

- Twelve contract employees support cold and hot refueling operations and provide receipt, storage, quality control, and accountability for all aviation and ground fuels.

Bulk Storage

- The fuel farm at NAS-JRB Fort Worth includes three above ground bulk storage and operating tanks with a total capacity of five million gallons of JP-8. There are nine offloading headers for fuel receipt by tank truck.
- Operational support consists of four truck loading stands to supply contractor and tenant aircraft refueling vehicles, and a fully automated government vehicle service station.
- Contractor-owned and operated vehicles consist of six 8,000-gallon refuelers, one 8,000-gallon defueler, and a ground products truck that dispenses both Mogas and Diesel.

Inspections

- During February 2000, the CONNAVRESFOR Command QIV, the evaluator stated that: *"The Fuel Division, a Government-owned, Contractor (Trajen, Inc.)-operated activity, performs its mission in an excellent manner...Customers contacted during this visit lauded the fuel support provided by the contractor and did not voice a single complaint or dissatisfaction."*

2. Fuel Operations and Mission Support

NAS-JRB Fort Worth's customer support has received praise from a variety of organizations and agencies. This includes two Navy flying units and two Marine flying units. Additionally, NAS-JRB Fort Worth provides support to numerous transient aircraft including Presidential Support aircraft. They also provide technical assistance to the White House Staff when Air Force One lands at Dallas Love Field Airport.

Other accomplishments have been:

- providing outstanding fuel support for nine B-1B "Lancer" bombers from the 7th Bomb Wing of Dyess Air Force Base in Abilene, Texas in October and November 2000, contributing significantly to the ability to issue over 1.6 million gallons of JP-8 in 13 days: a milestone for NAS-JRB Fort Worth.
- receiving over nine million gallons of petroleum products without incident or any interruption of any flying mission by any agency of the Department of Defense.
- refueling a Ukrainian-built AN-124-000 (Antonov) that transported a mockup of Lockheed Martin's Joint Strike Fighter to Farnborough Air Show in England.
- providing fuel support to Lockheed Martin on a TC-135 (a reconnaissance trainer from Offutt Air Force Base, Nebraska) as the aircraft underwent a structural inspection and retrofit.
- supplying all fuel requirements for VFC-12's A-4 Skyhawk aircraft (Roosevelt Roads, Puerto Rico) as they played the role of an aggressor force against Strike Fighter Squadron TWO ZERO ONE's F-18 Hornet aircraft during February 2000.
- supporting C-141 Starlifters, KC-135R Stratolifter, C-5 Galaxy, B-52G Stratofortress, and countless other large body aircraft that participated in various missions from NAS-JRB Fort Worth.
- maintaining an average aircraft servicing response time of 8.4 minutes for 6,395 fueling evolutions.

The Fuel Division at NAS-JRB Fort Worth supports diversified missions in the Department of Defense. There are 14 major commands and units on station including:

- 10th Air Force (Air Reserve)
- 301st Fighter Wing (Air Reserve)
- 14th Regimental Marines
- Marine Aircraft Group 41 (MAG 41)
  - Marine Air Control Squadron 24 (MACS 24)
  - Marine Fighter Attack Squadron 112 (VMFA 112)
  - Marine Aerial Refueling Transport Squadron 234 (VMGR 234)
  - Marine Aviation Logistics Squadron 41 (MALS 41)
- Fighter Attack Squadron 201 (VFA-201) (Navy)
- Commander, Fleet Logistics Support Wing (Navy)
  - Fleet Logistics Support Squadron 59 (VR59) (Navy)
- Commander, Naval Reserve Intelligence Command
- Commander, Naval Reserve Security Group
- 9th Naval Construction Regiment
- Naval Mobile Construction Battalion 22 (NMCB 22)
- 136th Airlift Wing, Texas Air National Guard (TANG)
- Commander, Naval Reserve Readiness Center
- Commander, Naval Reserve Readiness Command, Region 11 (REDCOM11)
- Reserve Intelligence Programs Office Six (RIPO Six)

Fuel Operations and Mission Support

VFC-12's A-4 Skyhawk aircraft (from Roosevelt Roads, Puerto Rico) played the aggressor role in training in February 2000. Trajen's Tommy Bradford and Richard Phillips perform refueling evolutions onite at NAS Fort Worth.

B-52G and other large body aircraft participated in various missions from NAS Fort Worth. Willie Adams and Valerie Locks refuel American Trans Airlines L-1011 during Operation Bright Star.

Trajen provided support for nine B-1B Lancer Bombers from the 7th Bomb Wing of Dyess AFB in Abilene in October and November 2000.

Refueling of the B-1Bs contributed significantly to the ability to issue over 1.6 million gallons of JP-8 in 13 days, a milestone for NAS Fort Worth.

Fuel Operations and Mission Support

A Ukrainian-built AN-124-000 (Antonov) that transported a mockup of Lockheed Martin's Joint Strike Fighter to Farnborough Air Show in England, landed in July 2000 at NAS-JRB Fort Worth.

The world's largest plane was fueled with 41,185 gallons of JP-8, the equivalent of 5.5 truck loads of fuel.

LOCKHEED MARTIN

July 25, 2000

To: Captain Stephen P. McMullin
1510 Chennault
Naval Air Station Joint Reserve Base, Fort Worth, TX. 76127

Copy to Supply FYI. Thanks! SPM

From: P.R. Muncie
Lockheed Martin Aeronautics – Fort Worth
1 Lockheed Blvd. MZ6878
Fort Worth, TX 76108

Subject: Letter of Appreciation

Captain McMullin,

I would like to extend my thanks to Mr. Travis L. Walker, with Trajen Flight Support, and his Fuel Farm crew for their support during our recent Antonov 124 aircraft charter. The aircraft had been chartered to airlift our full-scale Joint Strike Fighter model, and associated F-16 support equipment, to the Farnborough Air Show. Mr. Walker was my point of contact during the planning phase of this charter mission and he was very supportive towards meeting the aircraft's fueling requirements. The Trajen crew was standing by and ready to fuel the aircraft when it landed on the evening of July 11. They returned promptly at 06:30 the next morning and then a third time later the same afternoon to complete the refueling operation. Trajen's fueling support ensured the aircraft was able to depart as scheduled and that Lockheed Martin Aero – Fort Worth was able to meet its air show requirements in the UK.

Regards,

P.R. Muncie
Project Coordinator

cc: Mr. Travis Walker; Trajen Flight Support

LETTER OF THANKS

3. Inventory Control & Accounting Practices

At this North Texas Air Station, the Fuels Automated System (FAS) and Fuels Manager provide real-time inventory and accounting controls that ensure accuracy of one of the world's most sought after resource: *fuel*. These technologies have assisted in tracking more than 12,348,354 gallons of jet fuel received by more than 1,465 tank trucks.

Other noteworthy accomplishments of the Fuels Division at NAS-JRB Fort Worth include:

- providing real-time data on daily aircraft service requests to ensure current and accurate response times.
- by using the ground level Automated Tank Gauging System (ATG) Tank Control Units that provided real-time data on fuel issued to and received into two 800,000 and one 3.4 million gallon above ground tanks.
  - eliminating daily manual tape-and-bob gauging thus removing inherent dangers associated with personnel climbing aboveground storage tanks.
  - comparing ATGs to tape-and-bob readings every quarter to ensure accuracy of the system and to identify any technical problems that might exist.
- assisting with troubleshooting and replacing two probes that transmit inventory data to Fuels Manager modules in underground storage tanks at the automated service station.
- developing daily, weekly, and monthly fuel inventory worksheets that assisted operators and the COR in accurately recapping JP-8 use.
- reconciling regular gasoline and diesel fuels on a weekly and monthly basis.

Fuel Operations and Mission Support (cont'd)

The Fuel Division at NAS-JRB Fort Worth supports seven major units with aviation and ground fuels, issuing the following quantities during calendar year 2000:

JP-8	
AGENCY	GALLONS
Raytheon	49,831
AIMD	76,779
VMGR 234	1,725,637
TRANSIENT	3,627,736
VMFA 112	1,778,318
VMF 201	1,124,413
VR 59	1,055,071
TOTAL	**9,437,785**

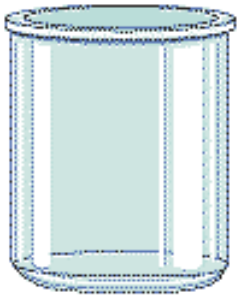
GROUND SUPORT	
PRODUCT	GALLONS
Mogas	72,410
Diesel	76,527
TOTAL	**148,937**

4. Quality Surveillance

In order to guarantee that the highest quality of fuel is provided to our customers, all contractor personnel at NAS-JRB Fort Worth have been trained and have demonstrated competency in the fuels laboratory operations.

All contractor personnel are also held to strict procedural compliance ensuring that the facility is maintained in a sanitary condition to provide clean, dry fuel to customers.

- Over 9,958 samples from equipment and facilities were collected and analyzed; area laboratory correlation test results were provided which verified the accuracy of analyses.
- Two Contaminated Fuel Detector Assemblies were rebuilt using the parts from a condemned unit, eliminating the need to purchase new equipment and saving the Navy over $15,000.
- A Koehler flashpoint tester was shared with the 301st Fighter Wing and the Texas Air National Guard to enhance operations and create seamless functionality among host and tenant commands.
- All logs and test procedures were reviewed by the Site Manager on a random basis to ensure continuity and integrity of procedures. The results are maintained in the Fuels Automated System



and a manual log is maintained.

- Trajen's Quality Surveillance Plan was implemented and it is located in the laboratory for quick reference.

AMERICAN PETROLEUM INSTITUTE

5. Facilities and Equipment Maintenance, Repair, and Upkeep

In the past year, the Fuels Division at NAS-JRB Fort Worth has strived to reduce overhead by developing doctrine and operating procedures that create "seamless" functionality among host and tenant commands.

The Fuels Division has:

- developed and implemented emergency generator operating procedures for the backup generator in the storage complex.
  - trained all contractor, key COR, and tenant personnel on proper preventive maintenance as well as startup, run, and shutdown procedures of the generator in the event of a power failure in the area.
- procured a bowser slated for DRMO (Defense Reutilization and Marketing Office) to drain tank bottoms weekly thus reducing man-hours required to complete this operation and eliminating the microbiological growth.
  - received a second bowser from the station's Environmental Department as a backup.

Armando Galvan replenishes the oiling system on JP-8 receiving Pump No. 2 as part of the monthly preventive maintenance.

Fred Collins conducts a daily inspection check of the Dead-Man Control and Groundhog grounding system on Top-Off Lane 6.

Armando Galvin rebuilds the pumping system of Truck A at NAS-JRB Fort Worth. This task required disassembling the hydropak product pump cooling system, replacing worn parts and reassembling the entire unit.

Navy Assistant COR Petty Officer Ramon Rios organizes a joint services barbecue at NAS-JRB Fort Worth.

6. Facilities Planning and Project Execution

$ Amount	MISSION SUPPORT PROJECTS Project Description	Status
$2,000	Equipment Pads 1 and 2 are constructed without curbs. Provide containment around equipment pads.	*100% Design*
1,000	Containment curb is 8 inches from an elevated doorway threshold and presents a tripping hazard to personnel. Correct hazard to prevent injury to personnel.	*100% Design*
10,000	Pressure relief lines drain into Underground Recovery Tanks or Waste Oil Tanks. Re-route pressure relief lines to bleed pressure back into piping system.	*100% Design*
6,000	Waste oil tanks (2) are not equipped with high level alarms. Provide high-level alarms on waste oil tanks.	*100% Design*
3,000	Product is escaping from air eliminators. Provide waste collection system.	*100% Design*
20,000	Fuel is bypassing pressure relief valves. Short term fix implemented by operator. Provide upgrade of pressure relief system.	*100% Design*
1,000	Adjustment of pressure control bypass. Adjust set points.	*100% Design*
3,000	New filter separators are not equipped with manual drains. Existing drains are not piped to product recovery system. Connect to drain piping.	*100% Design*
5,000	Existing location for offloading pump shut-off switch does not permit optimum operator accessibility. Relocate offload pump shut-off switch/start-stop station to center island.	*100% Design*
12,000	One-way check valves are not installed on offloading hoses. Provide check valves on truck offloading hoses.	*100% Design*
16,000	Pressure gauges are not installed on receipt lines of Equipment Pad 1 and at strategic locations throughout the pipeline system. Provide pressure gauges through the system.	*100% Design*
8,000	Manual pull fire alarms at perimeter fence are not operational. Repair/replace inoperable fire alarms (provide wiring and not connect to existing system).	*100% Design*
10,000	Concrete within Tank C Dike requires repair. Provide crack repair.	*100% Design*
500	Automatic Cla-Val at Fillstand 4 does not open all the way. Provide repair.	*100% Design*
6,000	High-level alarms for Tanks A, B and C do not work. Troubleshoot and repair.	*100% Design*
1,000	Pressure relief piping (Equipment Pad 2) is not sealed to inlet piping of waste oil tank. Provide repair.	*100% Design*
2,000	Nozzle on diesel fillstand is leaking.	*100% Design*
35,000	High and High-High level switch closure set too high on Tanks A, B and C. Tank A: Check and adjust level set points. Tank B: Relocate Stillwell (exist is too high). Check and adjust set points. Tank C: Confirm ability to operate at design liquid level. Check and adjust set points.	*100% Design*
500	Automatic refueling Cla-Val valve in Lane 6 leaks grease onto the pavement. Troubleshoot and repair.	*100% Design*
20,000	Domes on Tanks A and B need to be inspected for leaks and caulked, if necessary. Drainage system on tank tops needs to be inspected for proper operation.	*100% Design*
500	Automatic refueling Cla-Val valve on the Diesel fillstand is not working. Troubleshoot and repair.	*100% Design*
4,000	Require 220-volt electrical outlets. Add outlets.	*100% Design*
10,000	New and old concrete is chipping and cracking at some locations. Provide concrete repair.	*100% Design*
16,000	Low point drains from the abandoned underground receipt line needs removing. Provide removal of low point drains and unused branch connections.	*100% Design*
500	Pump No. 5 at Equipment Pad 2 is leaking lubricating oil. Provide repair.	*100% Design*
500	Pump No. 4 at Equipment Pad 1 is leaking from the discharge outlet. Provide repair.	*100% Design*
120,000	Tank A coating shows evidence of flaking and corrosion. Provide coating.	*100% Design*
120,000	Tank B coating is in fair condition. Provide coating.	*100% Design*
250,000	Tank C coating is in fair to good condition. Provide coating.	*100% Design*
2,000	Some flanged items are not installed correctly on Equipment Pad 2 as designed. Extend concrete pad.	*100% Design*

$ Amount	MISSION SUPPORT PROJECTS (cont'd) Project Description	Status
500	Although fitted with threaded tell-tale holes, several reinforcing plates within the Bulk Fuels area are without threaded plugs. Provide threaded plugs in reinforcing plates.	*100% Design*
16,000	Fusible link valves are not provided at Bottom Loading station. Consider adding Fusible link valves.	*100% Design*
8,000	Some pressure relief valves are not installed per design. Some vessels are not relieved to atmosphere. Provide rework of thermal pressure relief system.	*100% Design*
4,000	Tank Level Sensor/Shand & Jurs Gauge is installed on underground waste oil tanks. Gauge head is within a pit (below grade) just above tank. Relocate Shand & Jurs gauge head above grade to permit reading at eye level.	*100% Design*
6,000	Some joints in the concrete pad are either chipped, deteriorated, or not sealed properly. Provide joint repair.	*100% Design*
500	Water drain valve is not presently hard-piped to a discharge location. Hard pipe drain to Product Recovery Tank (PRT).	*100% Design*
10,000	Low point drains and high point vents are absent on most piping at Equipment Pads No 1 and 2. Provide adequate low point drains and high point vents.	*100% Design*
1,000	Filter separator manual water drains at Equipment Pad 2 are either plugged or capped and are not hard-piped to a PRT.	*100% Design*
500	Grounding and ground proving is a reported problem at this location. Provide adequate grounding, troubleshoot, and repair ground prover system.	*100% Design*
24,000	Tank A concrete obscures the chime including the lower 3-inches of the tank shell. Water becomes trapped between installed sealant material and the tank shell. Repair condition to expose the tank chime and lower portion of the tank shell.	*100% Design*
12,000	Tank A installed stillwell for the tank high and high-high level sensors is not accessible from the tank stairs. Existing wind girder is not wide enough for personnel. Relocate stillwell or provide safe access to high level and high-high level.	*100% Design*
1,000	Tee strainer provided with automatic air valve. Replace with manual vent for system priming.	*100% Design*
3,000	Valves omitted from prover connections at Lanes 3 and 4. Provide valves.	*100% Design*
6,000	A heavy buildup of sealant material applied in an attempt to seal the top of the ringwell to the bottom of tank is present around the perimeter of Tank B. Sealant material has pulled away from the tank in some locations. Repair sealant.	*100% Design*
5,000	Pipe support spacing appears excessive and pipe is sagging at one location on the northwest side of Tank B and within the containment area of Tank C. Pipe support spacing is approximately 50'-0" at two locations. Provide additional pipe support at two locations described.	*100% Design*
500	4-inch nozzle penetration is blinded with a 2-inch ball valve attached with no handle on Tank C. A blind flange is installed on the ball valve. Remove 2-inch ball valve and provide a 4-inch blind flange if nozzle is no longer in service.	*100% Design*
2,000	Abandon underground receipt line penetrates the concrete dike floor of Tank C and is terminated just beneath the new line. A gap exists around the vertical pipe penetration. Repair by removing pipe riser and patching concrete.	*100% Design*
16,000	Drawing 35M6.1 / Low Point Drain detail indicates a weld-o-let is installed on bottom of buried pipe. Replace or eliminate low point drain installed on piping below grade.	*100% Design*
500	Operator cannot reach the motor disconnect switch for pumps 1 and 5 from ground level due to the size of the MCC concrete pad. Construct concrete pad in front of MCC or relocate starters to bottom compartment.	*100% Design*
200	Light over the separator is in contact with air relief piping. Relocate light fixture.	*100% Design*
300	Pump No. 6 does not have conduit seal. Install seal fitting for conduits entering equipment in Class I, Division 1 or 2 hazardous areas.	*100% Design*
200	Fillstands have not been properly grounded; some have ground rods but no ground connections/wiring.	*100% Design*
200	Equipment racks have not been properly grounded; some have ground rods but no ground connections/wiring. Install grounds in accordance with NEFA 70.	*100% Design*
1,000	Scully ground prover unit at Fillstand 1 requires a separation between the 120V power and the intrinsically safe wiring per the NEC. Install separate conduit for intrinsically safe wiring and rewire ground prover unit.	*100% Design*
$882,500	**TOTAL**	

FUTURE SELF HELP PROJECTS Project Description	Status
Install large dark brown numbers on Buildings 1058, 1063, 1158, 1062, 1168, and 1169.	*Awaiting Materials*
Paint Pump Sheds 1 and 2 and associated piping at Storage.	*Awaiting Materials*
Cleanout the pump pit at the Christmas Tree and paint it to match color scheme.	*Awaiting Materials*
Lay light brown floor tile to cover 762 square feet in Buildings 1058, 1170, and 1057.	*Awaiting Materials*
Repaint wooden fence that surrounds the front of building.	*Awaiting Materials*
Paint product markings on the pump panels at Service Station.	*Awaiting Materials*
Paint hose covers for MRR and DL-2.	*Awaiting Materials*
Paint bridges between A and B and between Christmas Tree and C dike with non-skid deck gray, beige and dark brown to match the station color scheme.	*Awaiting Materials*
Paint steps leading into and out of A, B, and C dike. Nonskid deck gray paint.	*Awaiting Materials*
Paint nine offloading header hose cover, beige and dark brown to match the station color scheme.	*Awaiting Materials*

$ Amount	INFRASTRUCTURE PROJECTS Project Description	Status
$220,000	Rebuild Desert Storm Road due to damage caused by heavy fuel trucks.	*Contracting*
100,000	Install exit gate for refueling units and proximity readers for gates and refueling units.	*Contracting*
$320,000	**TOTAL**	

7. Training

Trajen has developed and implemented an aggressive and comprehensive training plan. The Trajen Training Plan consists of General Safety Training, Job-Related Safety Training, Task Training, Specialized Training, Annual/Refresher Training, and Supplemental Training.

- General Safety Training consists of OSHA standards selected from 29 CFR 1910 by the Corporate Safety Compliance Officer based on operations conducted at the facility. General Safety Training must be completed prior to the employee starting work.

- Job-Related Safety Training consists of OSHA standards selected from 29 CFR 1910 and Trajen's *Illness and Injury Prevention Safety Plan* by the Site Manager based on operational requirements of each employee's job description. Job-Related Safety Training must be completed prior to the employee performing operations covered by the standard.

- Task Training consists of training provided to the employee in order to qualify and certify an individual to perform a particular task based upon the employees job description. Task Training must be completed prior to an employee performing that particular task unsupervised.

- Specialized Training consists of training provided to the employee in order for that employee to meet an additional duty requirement. This training usually consists of Special Equipment Operator, First Responder, etc.

- Annual/Refresher Training is conducted based upon: 1) Regulatory requirements; 2) Proficiency requirements; and 3) Site Safety/Training Officer selection.

- Supplemental Training is conducted to reinforce training objectives and improve proficiency in a selected task.

Employee training incorporates Computer Based Training, training videos, classroom instructions, and on-the-job training.

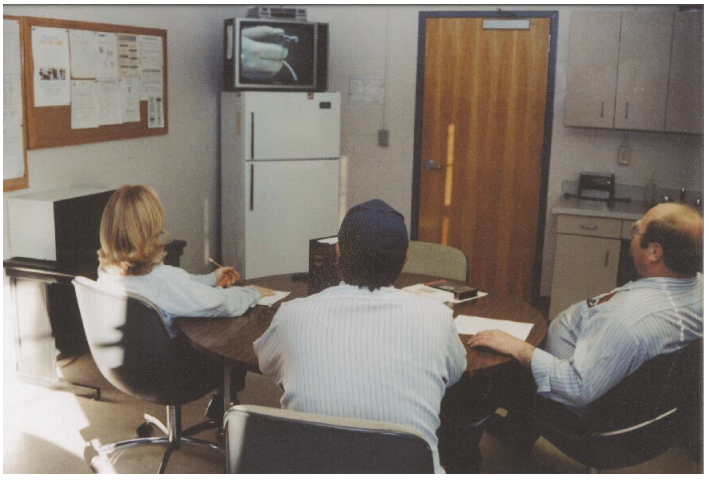
Electronic testing, oral evaluations, written tests, and hands-on evaluation, as appropriate, determine proficiency. The minimum passing grade for training is 90%.

Susie Woolsey undergoes hands-on evaluation to determine proficiency. She is seen here in full Personal Protective Equipment, analyzing particulate contamination and free water using the Combined Contaminated Fuel Detector.

Patrick Pace undergoes hands-on evaluation to determine proficiency. He is seen here in full Personal Protective Equipment, analyzing a sample.

Patrick Pace (center), under the tutelage of Fred Collins (left), undergoes refresher training in preparation for annual recertification on receiving tank trucks in the Bulk Fuel Storage facility.

Susie Woolsey completes quarterly Computer Based Training. Minimum passing grade for training is 90%.



Susie Woolsey, Armando Galvan and Patrick Pace participate in a classroom training setting that includes videos and classroom instructions.

8. Safety

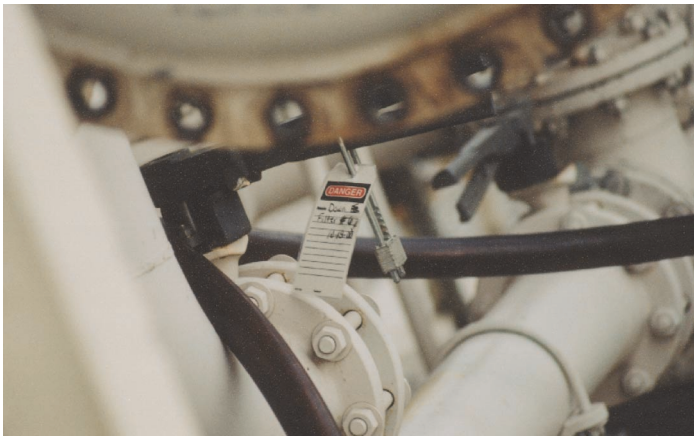
Petroleum products are hazardous due to their toxic, explosive, flammable, and environment damaging nature; therefore, it is a management responsibility to identify the need and provide a safe working environment for the work force.

The NAS-JRB Fort Worth Fuels Division believes that safety is always first and actively supports prescribed safety precautions that are strictly followed for the safety and protection of personnel, equipment, and the environment.

Trajen has implemented a company-wide *Illness and Injury Prevention Safety Plan* that establishes policy, procedures, and defines individual responsibility.

The Fuels Division at NAS Fort Worth:

- provided employees with initial and quarterly safety briefing utilizing computer based training modules. Test results are provided to the government Quality Surveillance Representative upon request.
- initiated a corporate and local weekly safety-briefing program that reinforced day-to-day operational issues and introduced special safety initiatives.
- made spot checks of work performance and ensured that safety compliance by the Quality Surveillance Representative received a 100% compliance rating.
- developed and implemented a Lock-Out/Tag-Out Program that became the model for the Air Station's Lock-Out/Tag-Out program.
- conceived and incorporated a site Hazardous Weather Condition Plan for operations during the winter months. The plan calls for utilization of the "Buddy System" during outdoor operations in snow/icy conditions and frequent relief changes when temperatures fall below freezing.



***LOCKED AND TAGGED OUT**—An issue line valve is locked-out and tagged-out during maintenance on a filter separator. The Fuels Division's LockOut/TagOut program became a model for the Air Station's program.*

9. Fire Prevention and Protection Practices

The Fuels Division at NAS Fort Worth has identified and reported deficiencies in fire prevention at the Bulk Fuel Storage area:

- two fire alarm pull boxes in the storage area were deactivated during a major renovation project. Their repair has been included in the Mission Support Project.
- the need for two Aqueous Film Forming Foam Fire Suppression Systems (one primary and one backup) was identified.
- the need to replace cast iron with stainless steel reducers on the six-inch line on Facility 1169 (3.4 million gallon above ground fuel tank) was identified.
  - redesigning and replacing cast iron reducers would lower the cost of replacement due to breakage when the tank is down for cleaning and maintenance.
  - the cost of the upgrade is being determined, jointly, between Enterprise Engineering Inc. and Southern Division for inclusion in the Mission Support Project.

Fire inspections, fire drills, and alarm system checks are conducted quarterly. The Fuels Division:

- developed and implemented an Emergency Action Plan that established multiple assembly areas for fire drills and evacuations.
- provided quarterly self-paced CBT modules with procedural instructions and tested employee comprehension of fire safety.

Additionally, contractor personnel attend an annual fire extinguisher training conducted by station Fire Department personnel.

10. Environmental Management

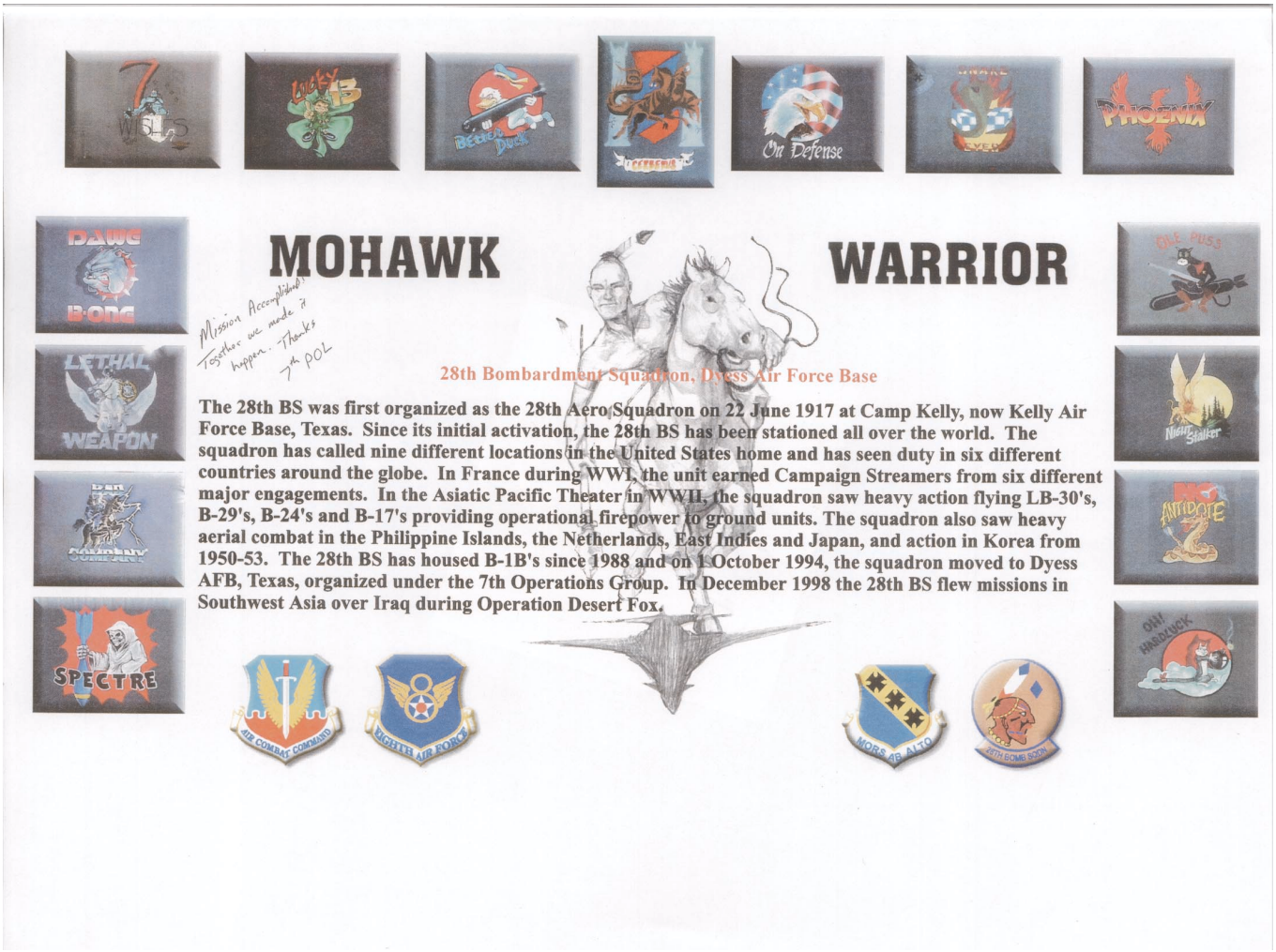
The Fuels Division met with members of the Southern Division, Environmental Department, who conducted an in-depth review of the Naval Air Station Joint Reserve Base Integrated Contingency Plan, Oil and Hazardous Substance Spill Prevention and Response Plan. Trajen reviewed and revised the fuels portion of the plan, with concurrence of the COR, and escorted the inspection team through the fuels facilities with no findings.

The Fuels Division was inspected by the city of Fort Worth for compliance with a Phase II Vapor Recovery System. They adopted the recommendation made to include a commercial tank truck "Tank Pressure Inspection Date" on tank truck receipt documentation.

(See Environmental Management, p. 13)

11. Significant Accomplishments

- Incorporated a new computer-based planned maintenance system (PMS) for scheduling and tracking planned and corrective maintenance of facilities.
  - The system replaces the Naval Petroleum PMS system with a more comprehensive, user-friendly program.
  - It uses a Windows environment versus the outdated MS-DOS, providing for faster data input/output features.
- Implemented a computer-based system designed for tracking workload trends at NAS Fort Worth consisting of:
  - fuels workload, daily dispatch servicing requests
  - jet fuel receipt data and trends
  - jet fuel issue trends at NAS-JRB Fort Worth
  - fuels laboratory workload by types of sample and frequency
- Provided outstanding fuel support for nine B-1B "Lancer" Bombers from the 7th Bomb Wing of Dyess Air Force Base, Abilene Texas in October and November 2000.
  - Six fuels specialists who used Texas Air National Guard refueling equipment assisted Trajen employees with conducting refueling evolutions in support of this mammoth operation.
  - During their 16-day stay, the B-1s consumed 972,868 gallons of JP-8 which contributed significantly to the issue of over 1.6 million gallons of JP-8 in 13 days: a milestone for NAS Fort Worth.
  - The Fuels Division was presented a cluster of squadron emblems and background information of the 28th Bombardment Squadron for support during this deployment.
- Provided a safe working environment for employees and customers.
  - Conducted 20, 869 man-hours of operations while recording 16 man-hours of loss time due to accidents or injuries.



NAS-JRB Fort Worth

Captain Stafford (center) and Petty Officer Steve Jarrell (left) accompany Herbert O. Proksch (right) as they inspect the 2.4 million gallon drain basin at the end of the Refueler Parking Lot.

The Blue Angels, shown in a downward starburst, was just one of numerous stunts performed at the May 2000 Air Show.

The Blue Angels are shown here after they landed at NAS-JRB Fort Worth for the May 2000 Air Show.

Over a three-day period, Trajen dispensed over 227,000 gallons of aviation fuel to aircraft that were on static display at the Air Show.

Environmental Management (cont'd from p. 11)

Additionally, the Fuels Division has:

- reduced the safe fill inventory of two aboveground JP-8 storage tanks retrofitted with geodesic domes to prevent the potential of an environmental disaster.
- dedicated JP-8 Truck Loading Stand 4 to the 301st Fighter Wing (Air Reserve) for injecting Plus-100 additive into their refueling units (pending certification for use throughout the Armed Services). This prevented possible mixing of Plus-100 with virgin JP-8 intended to refuel station aircraft that were not certified to use JP-8+100. There have been no incidents to-date.
- drained off-specification tank bottoms into a 300-gallon bowser, collected weekly by the Environmental Department and disposed of by Environmental through a local contractor thus eliminating the need for long term storage of waste product.
- released over 432,150 gallons of storm water into the water drainage system without any environmental impact. Prior to any release, storm water is visually inspected to ensure that it is free of sheen.

Herbert O. Proksch (background) from the Navy Petroleum Office, explains to Captain Stafford (center) and Petty Officer Steve Jarrell (foreground) the distance requirements that must be met between inhabited living quarters and refueler parking areas.

Typical Daily Inspection Reports

DATE: 1 Nov 00 TIME: ______

QAE'S NAME: Ramon M. Rios QAE'S SIGNATURE: [signature]

TYPE OF INSPECTION: DOCUMENTS QA PLAN 2.7

LOCATION: 1067 SAMPLING METHOD: RANDOM/COMPLAINT

CHECKPOINT	P	F	REMARKS
CHECK DOCUMENTATION FOR COMPLETENESS AND LEGIBILITY	✓		
CHECK DOCUMENTATION FOR ACCURACY	✓		
CHECK DOCUMENTATION FOR TIMELINESS	✓		
CHECK TO ENSURE LOGS AND RECORDS ARE KEPT ON SITE	✓		
CHECK TO ENSURE ALL FILES, REPORTS RECORDS, TANK HISTORY CARDS, ETC... ARE KEPT FOR A PERIOD OF 3 YEARS	✓		

COR'S SIGNATURE: [signature] CONTRACTOR'S SIGNATURE: [signature]

DATE: 10/4/00 TIME: ______

QAE'S NAME: Ramon M. Rios QAE'S SIGNATURE: [signature]

TYPE OF INSPECTION: PREVENTIVE MAINT. QA PLAN 2.3

LOCATION: POL FACILITY SAMPLING METHOD: RANDOM

CHECKPOINT		P	F	REMARKS
PREVENTIVE MAINT. (WEEKLY/QUARTERLY) SCHEDULES COMPLETED ON TIME				
TRUCK FILL STANDS	D-1			
BUILDING AND GROUNDS	D-1			
TRUCK FILL STAND SUMP TANK	D-1			
GROUND MAINTENANCE	W-1			
NOZZLES	W-2			
TANK MANHOLE COVERS	W-3			
STRIP STORAGE TANKS	W-4			
STRAINERS	M-1			
GROUNDING/BONDING CABLES	M-2			
VALVES	Q-1			
SWIVEL ARMS AND PIPING	Q-3			
AIR VENTS	Q-4			
FLOW METERS/PRESSURE GAGES	S-1			
PUMP MOTORS	S-1R			
PUMPS	S-2R			
TANK CLEANING	A-3			
✓ FILTER/SEPARATOR	FS-36MR	✓		Ao-Nu-Ao on 3+4

COR'S SIGNATURE: [signature] CONTRACTOR'S SIGNATURE: [signature]

DATE: 8/17/00 TIME: 1100

QAE'S NAME: [signature] QAE'S SIGNATURE: [signature]

TYPE OF INSPECTION: RECEIPT/TANK TRUCK QA PLAN 2.2

LOCATION: TRUCK UNLOADING AREA SAMPLING METHOD: 100% INSPECTION

CHECKPOINT	P	F	REMARKS
CHECK FOR PROPER POSITIONING OF TANK TRUCK	✓		
CHECK BONDING CABLE ATTACHMENT TO UNPAINTED SURFACE	✓		
CHECK TO ENSURE ALL SEALS ARE INTACT AND IN GOOD CONDITION	✓		
CHECK TO ENSURE SEAL NUMBERS CORRESPOND WITH DD 250	✓		
CHECK TO ENSURE CAPACITY MARKERS SHOW NO EVIDENCE OF TAMPERING (PILFERAGE)	✓		
SAMPLE IN ACCORDANCE WITH MIL-200 AND RELATED INSTRUCTIONS	✓		
CHECK FOR AVAILABILITY OF FIRE EXTINGUISHER AND CONDITION	✓		
CHECK FOR PROPER VALVE ALIGNMENT	✓		
CHECK FOR MONITORING OF HOSES, PUMPS, AND GAGES DURING OFFLOAD	✓		
CHECK FOR SPILLS AND LEAKS	✓		
CHECK FOR COMPLIANCE WITH SAFETY AND FIRE REGULATIONS	✓		
CHECK FOR COMPLIANCE WITH ENVIRONMENTAL REGULATIONS	✓		

COR'S SIGNATURE: [signature] CONTRACTOR'S SIGNATURE: [signature]

DATE: 1/26/2000 TIME: 1030

QAE'S NAME: Ramon M. Rios QAE'S SIGNATURE: [signature]

TYPE OF INSPECTION: TRUCK OPERATIONS QA PLAN 1.2

LOCATION: TRUCK FILL STAND SAMPLING METHOD: RANDOM

TRUCK #: K- DRIVER'S NAME: Pat Patrick.

CHECKPOINT	P	F	REMARKS
CHECK FOR PROPER POSITIONING OF REFUELER/DEFUELER	✓		
CHECK FOR DRIVER'S SIDE DOOR SECURED OPEN	✓		
CHECK FOR GROUNDING WIRE PROPERLY ATTACHED BEFORE ARM REMOVAL	✓		
CHECK CONDITION OF GROUNDING CABLE/CLIPS/PLUGS	✓		
CHECK FOR AVAILABILITY OF FIRE EXTINGUISHERS & CONDITION	✓		
CHECK FOR APPARENT SPILLS OR LEAKS	✓		
CHECK DRIVER'S POSITION FOR TO SEE SPILLS AND LEAKS	✓		
CHECK FOR COMPLIANCE WITH SAFETY/FIRE REGULATIONS	✓		
CHECK IF METER WAS RESET TO ZERO PRIOR TO OPERATION	✓		
CHECK FOR PROPER OPERATION OF DEADMAN CONTROL	✓		

Personnel well versed on following: safety Inst. and Environmental. IAW contract spec [illegible]-99-R-0006

COR'S SIGNATURE: [signature] CONTRACTOR'S SIGNATURE: [signature]